

## **2009 Homeless Initiatives NOFA Questions and Answers**

Q: What can the 10% admin fee be used for?

A: Examples of the use of the 10% admin costs can be used to provide payment of reasonable administrative and planning costs, salaries associated with TBRA, providing public information, developing programming systems, and HQS inspections. If you have any question about a particular cost, please contact Pat Kremenski at 517.373.1714 or [kremenskip@michigan.gov](mailto:kremenskip@michigan.gov)

Q: What is the length the grant can be written for?

A: Your grant can be written for one or two years.

Q: Will TBRA be renewable in upcoming years:

A: Without knowing about possible future funding, we can never guarantee the renewal of this initiative.

Q: What should the structure of the application be?

A: Each application should indicate the lead agency, with the possibility of partnering agencies.

Q: If multiple grants are being written for the same geographic area, must they all contain CoC and key stakeholder signatures:

A: Yes. Obtaining all signatures on all RFPs (Request for Proposals) will communicate the request for funding to the CoC body, and the key stakeholders. This process will help to eliminate duplicate submissions for the same regional area, and the same initiative.

Q: Can an RFP be submitted from just a county?

A: Yes, however, keep in mind that submissions with a regional collaboration-rather than a county-will receive more points during the scoring process.

Q: Are services required on this initiative?

A: Although we cannot mandate services on this program, we strongly encourage agencies to assist the tenants when needed. It is our hope that case management for these tenants will help them stabilize while on this initiative.

Q: Are background checks required for TBRA?

A: MSHDA does not require background checks.

Q: Is the \$500,000 grant amount per region?

A: The \$500,000 maximum amount is per application.

Q: Are there any stipulations on where the applicants from this initiative can be found?

A: The grantee has the obligation to assure that information about the program reaches the broadest possible range of potentially qualified applicants. The

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Grantee should identify those households 'least likely to apply' and determine what special outreach activities will ensure that the population is fully informed about the program.

- Q: Who will be responsible for requesting funds (rents, utility reimbursements ((if applicable)), and security deposits:
- A: At intervals (monthly, quarterly, etc) agreed to upon by the joint decision of the lead agency and partnering agencies, the lead agency will produce the FSR (Financial Status Report) to request reimbursement.
- Q: If we have an existing TBRA grant, and we apply for the new grant, can we run them simultaneously?
- A: You can run both programs concurrently; however, you cannot join the two separate pots of money to run as one program.
- Q: Are the required matching funds new or existing cash only? You may use either new or existing funds to qualify for matching funds.
- A: Can matching funds be made in the form of in-kind rather than cash? Yes. Due to the financial restrictions and restraints of some agencies, they find it difficult to pay a caseworker to provide tenant services. These agencies find the use of in-kind services to be very beneficial and cost-effective.
- Q: Are MPRI consumers eligible for vouchers or not, and if they are eligible, under what terms?
- A: They have to meet the definition of chronically homeless, so if they are just getting out of prison, no they do not meet the definition.